

Basic Details

Organisation Chain	Council of Scientific and Industrial Research CSIO Chandigarh Purchase-CSIO-CSIR		
Tender Reference Number	CSIO/GS/03/2023		
Tender ID	2023_CSIR_698399_1		
Tender Type	Open Tender	Form of contract	Buy
Tender Category	Services	No. of Covers	2
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No		

Payment Instruments

Offline	S.No	Instrument Type
	1	Bankers Cheque
	2	Direct Credit
	3	Personal Cheque
	4	Bank Guarantee
	5	Demand Draft
	6	RTGS / ECS / NEFT
	7	FDR
	8	LOC
	9	ACG-67 Receipts
	10	As Per Tender Document
	11	Not Applicable/ As per Tender Document

Cover Details, No. Of Covers - 2

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	Running of staff canteen at CSIR-CSIO
2	Finance	.xls	Running of staff canteen at CSIR-CSIO

Tender Fee Details, [Total Fee in ₹ * - 0.00]

Tender Fee in ₹	0.00		
Fee Payable To	NA	Fee Payable At	NA
Tender Fee Exemption Allowed	NA		

EMD Fee Details

EMD Amount in ₹	2,25,000	EMD Exemption Allowed	Yes
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	ICAR Unit CSSRI	EMD Payable At	Karnal

Work /Item(s)

Title	Running of staff canteen at CSIR-CSIO				
Work Description	Running of staff canteen at CSIR-CSIO				
Pre Qualification Details	Please refer Tender documents.				
Tender Value in ₹		Product Category	HouseKeeping Services	Sub category	NA
Contract Type	Tender	Bid Validity(Days)	90	Period Of Work(Days)	45
Location	CSIR-CSIO	Pincode	160030	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	CSIR-CSIO

Critical Dates

Publish Date	09-Feb-2023 04:00 PM	Bid Opening Date	03-Mar-2023 03:30 PM
Document Download / Sale Start Date	09-Feb-2023 04:00 PM	Document Download / Sale End Date	02-Mar-2023 03:00 PM
Clarification Start Date	09-Feb-2023 04:00 PM	Clarification End Date	01-Mar-2023 04:00 PM
Bid Submission Start Date	09-Feb-2023 04:00 PM	Bid Submission End Date	02-Mar-2023 03:00 PM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)

	1	Tendernotice_1.pdf	Running of staff canteen at CSIR-CSIO	10536.75
Work Item Documents				
	S.No	Document Type	Document Name	Description
	1	BOQ	BOQ_1000033.xls	RUNNING OF CANTEEN AT CSIR-CSIO, CHANDIGARH

Document Size (in KB)
234.5

Tender Inviting Authority	
Name	Senior controller of Administration
Address	CSIR-CSIO, SECTOR 30 C CHANDIGARH

Tender Creator Details	
Created By	Mohinder Kumar
Designation	COSP
Created Date	09-Feb-2023 03:15 PM

सीएसआईआर-केन्द्रीय वैज्ञानिक उपकरण संगठन
सेक्टर 30-सी, चंडीगढ़ 160 030

निविदा आमंत्रण सूचना
(सं.सीएसआईओ/जीएस/03/2023)

सीएसआईआर-केन्द्रीय वैज्ञानिक उपकरण संगठन (सीएसआईओ), चंडीगढ़, विज्ञान और प्रौद्योगिकी मंत्रालय, सरकार के तहत एक स्वायत्त संगठन वैज्ञानिक और औद्योगिक अनुसंधान परिषद की एक घटक इकाई जो कि भारत और इंस्ट्रुमेंटेशन के क्षेत्र में अंतरराष्ट्रीय ख्याति प्राप्त एक प्रमुख अनुसंधान संस्थान है, दो बोली प्रणाली के तहत निदेशक सीएसआईआर-सीएसआईओ की ओर से सीलबंद निविदाएं आमंत्रित करता है जिसमें दो बोली प्रणाली के तहत दोनों तकनीकी बोलियां और वित्तीय बोलियां को अलग-अलग लिफाफों में बंद करके एकल सीलबंद लिफाफे में रखा जाना चाहिए। सीएसआईआर-सीएसआईओ, सेक्टर 30-सी, चंडीगढ़ में प्रतिष्ठित कैटरर्स से स्टाफ कैंटीन चलाने के लिए सीपीपी पोर्टल के ई-प्रकाशन के माध्यम से अकादमिक/आर एंड डी संस्थानों/अग्रणी कॉर्पोरेट/स्वायत्त निकायों और पीएसयू में कैंटीन चलाने का कम से कम तीन साल का अनुभव हो, वे मुहरबंद निविदा दस्तावेज सीएसआईआर-सीएसआईओ में भौतिक रूप से जमा किए जाने चाहिए जिसकी अंतिम तिथि 2 मार्च, 2023

अपराहन 3:00 बजे तक है। तकनीकी बोलियां अगले दिन 3 मार्च, 2023 को अपराहन 3:30 बजे खोली जाएंगी।

विस्तृत निविदा आमंत्रण सूचना तथा निविदा दस्तावेज CPP पोर्टल <https://eprocure.gov.in/eprocure/app> तथा

सीएसआईआर-सीएसआईओ वेबसाइट : <http://csio.res.in> पर देखी जा सकती है।

वरिष्ठ प्रशासन नियंत्रक

**CSIR – CENTRAL SCIENTIFIC INSTRUMENTS ORGANISATION
SECTOR 30-C, CHANDIGARH : 160 030**

NOTICE INVITING TENDER

(CSIO/GS/03/2023)

CSIR-Central Scientific Instruments Organisation (CSIO), Chandigarh, a constituent unit of Council of Scientific & Industrial Research an Autonomous Organisation under the Ministry of Science & Technology, Govt. of India and a premier R&D laboratory of international repute in the area of Instrumentation invites **sealed tenders** on behalf of the Director CSIR-CSIO **under two bid system i.e. Technical Bids and Financial Bids in two separate envelopes which should be enclosed in another Single sealed Envelope.** through **e-publish of CPP portal** for running of staff canteen at CSIR-CSIO, Sector 30-C, Chandigarh from reputed caterers having at least three years experience of running canteens in Academic/R&D Institutions/Leading Corporate/Autonomous Bodies and PSUs. Sealed tender documents must be submitted physically at CSIR-CSIO by **2nd March, 2023 up to 3:00 PM.** The technical bids will be opened on the next day i.e. **3rd March, 2023 at 3:30 PM.**

Detailed Notice Inviting Tender and Tender Document can be seen on CPP portal <https://eprocure.gov.in/eprocure/app> and can be **downloaded free of cost from CSIR-CSIO Website:**

<http://csio.res.in>



SR. CONTROLLER OF ADMINISTRATION

SCOPE OF WORK AND SCHEDULE

Running of staff canteen at CSIR-CSIO, Sector 30-C, Chandigarh

Central Scientific Instruments Organisation (CSIO), a constituent unit of Council of Scientific & Industrial Research (CSIR), is a premier national laboratory dedicated to research, design and development of scientific and industrial instruments. It is a multi-disciplinary and multi-dimensional apex industrial research & development organisation in the country to stimulate growth of Instrument Industry in India covering wide range and applications. CSIO is a multi-disciplinary organization having well equipped laboratories manned by highly qualified and well-trained staff with infrastructural facilities in the areas of Agrionics; Medical Instrumentation and Prosthetic Devices; Optics and Cockpit based Instrumentation; Fiber/Laser Optics based Sensors & Instrumentation; Analytical Instrumentation; Advanced Materials based Transducers etc. Large number of instruments ranging from simple to highly sophisticated ones, have been designed and developed by the Institute and their know-how have been passed on to the industry for commercial exploitation. Having contributed substantially towards the growth of the scientific instruments industry in the country, CSIO enjoys high degree of credibility among the users of the instruments as well as the instrument industry.

Director, CSIR – Central Scientific Instruments Organisation, Sector 30-C, Chandigarh invites tender through online bids under **two-bid system** through **CPP Portal**, for serving tea/coffee / snacks / meals etc. at its staff Canteen situated at Sector 30-C, Chandigarh. The period of contract will be initially for a period of one year and may be extended for a maximum period of two years on yearly basis, subject to satisfactory performance, mutual consent and as per discretion of Director, CSIR-CSIO.

1. CSIO has about 350 employees who may utilize the canteen facilities.
2. About 120 ISTC students reside in the hostels on campus.
3. About 104 temporary staff (contractual staff).
4. About another 480 ISTC students and day scholars who will tend to have food in the canteen.
5. There are also 200-250 PhD. Students of whom about 100 live on campus and utilize the mess/ canteen.
6. There are also another 100-150 Project Associates working/ residing.

A. The technical bid should accompany the following documents:

1. Checklist –Annexure-A: -

- a) Name of the Contractor/ Firm
- b) Detailed office address of the Contractor/Firm with telephone number, FAX number, Mobile number, e-mail id, Whatsapp number and name of the contact person
- c) Date/year of establishment of the Contractor/ Firm.
- d) Valid Contract Labour Licence.
- e) Valid ESIC registration,
- f) Valid EPF registration;
- g) Copy of Valid PAN Card of individual or Contractor/ Firm;
- h) Copy of Valid GST Number
- i) Copy of Undertaking on company letter head to the effect that the Contractor/ Firm is not blacklisted or debarred by any Central/State Govt. Ministry / Deptt. / Autonomous body/PSU or any criminal case is registered against the firm or its owner/ partner anywhere in India (**Annexure – B**).
- j) Certificate regarding Average Annual Turnover of more than Rs. **30 lakhs** along with Profit & Loss account, balance sheets and ITRs for the last three financial years duly audited and certified by the Chartered Accountant.

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- k) Attach experience certificates of having executed / completed one / two or three similar works (each) costing not less than 80% / 60% or 40% of the estimated value of contract respectively within last 3 years issued by concerned Govt./State Govt. Ministry / Deptt./Autonomous body/PSU's. Copy of the self certified certificate will not be accepted as certificate of experience. If any document other than the certificate of experience is produced, such document shall not be accepted. Tenders not accompanied by certificate of experience issued by the concerned client Dept/Organization/ Institute will be disqualified.
- l) Registration with Food Safety & Standard Authority of India;
- m) Bank Account details for RTGS/NEFT
(Name of Bank, Account No., IFSC Code, Micro Code, Copy of Blank Cancelled Cheque)
- n) Bid Security Declaration Form (**Annexure – C**)
- o) Earnest Money Deposit of Rs.15,000.00 (Rupees Fifteen Thousand only)

Desirable: Experience of running messes/canteens in IITs, NITs, Central Universities, Central Government R&D Laboratories/Units, PSUs

B. The financial bid should accompany the following documents: -

- a) BOQ (Menu A, Menu B & Menu C).

Note: All the above essential documents should be attached and uploaded in one folder with the title as "TECHNICAL BID". No other paper/bulky documents shall be accepted for technical evaluation of the bids. Financial Bid (Menu A, Menu B & Menu C) should not be uploaded along with technical bid.

WZ

12/11/2019

Canteen working days and timings:

➤ **Monday to Sunday : 7.30 A.M to 11.00 P.M**
(07 days a week)



- **BREAKFAST - 7.30 A.M TO 9.00 A.M**
- **LUNCH - 1.00 P.M TO 2.00 P.M**
- **DINNER - 8.00 P.M TO 9.30 P.M**

(FOR EXTRA ITEMS OVER AND ABOVE THE FIXED MENU "A", "B" AND "C" WILL BE ON PAYMENT BASIS)

The Contractor/Firm will be required to cater to the need of staff members working in the Institute in respect of Tea, Coffee, Cold Drinks, snacks of different varieties and lunch etc. Additionally, Breakfast, Lunch and Dinner to be served to students residing in the Hostel on daily basis and on payment of **fixed monthly charges**. Tea / Coffee for Director's Office and other official meetings also need to be served in a presentable manner and in good quality Bone-China crockery. The Contractor will also have to provide room service as may be required from time to time.

The contract will be initially for a period of one year and may be extended for a maximum period of two years on yearly basis subject to satisfactory performance and as per discretions of Director, CSIR-CSIO.

The bidders must quote rates for all the menu items listed in **MENU "A", "B" AND "C"** and sign with date and rubber stamp at the place indicated. The bidder should indicate the rates both in figures as well as in words.

		
		
		<p style="text-align: right;">Total (Menu A)</p>

अर्थ 2000

Menu 'A'**TIMINGS FOR STUDENTS:**

- **BREAKFAST - 7.30 A.M TO 9.00 A.M** (FOR EXTRA ITEMS OVER AND ABOVE THE
- **LUNCH - 1.00 P.M TO 2.00 P.M** FIXED MENU WILL BE ON PAYMENT BASIS)
- **DINNER - 8.00 P.M TO 9.30 P.M**

Description of Items	Estimated Rates per item(GST Extra will be charges as applicable) (In Rupees)	Rates to be quoted by Firm/ Agency/ Contractor
Breakfast: <ul style="list-style-type: none"> ○ Stuffed paranthas (2) with plain curd/butter, Tea ○ South Indian, Tea ○ Chole Bhature, Tea ○ Aloo Poori (5 poori), Tea ○ Tea (150ml) 	40 (Without curd/butter but including tea)	
Optional: Boiled 02 Egg/02 Egg omplet/milk/cornflakes/fruit (One of the above menu item)	20	
Lunch: <ul style="list-style-type: none"> ○ Chapatti (04), Dal, Rice, curd, pickle, papad, salad, seasonal vegetable. ○ Chapatti (04), Rajma, Rice, curd, pickle, papad, salad, seasonal vegetable. ○ Chapatti (04), White Channa, Rice, curd, pickle, papad, salad, seasonal vegetable. ○ Chapatti (04), Black Channa, Rice, curd, pickle, papad, salad, seasonal vegetable. ○ Chapatti (04), Kadhi Pakora, Rice, curd, pickle, papad, salad, seasonal vegetable. (One of the above menu item) optional item curd	72 {Curd=Rs. 12(MRP)} 60+12=72}	
Dinner: <ul style="list-style-type: none"> ○ Chapatti (04), Dal, Rice, curd, pickle, papad, salad, seasonal vegetable. ○ Chapatti (04), Rajma, Rice, curd, pickle, papad, salad, seasonal vegetable. ○ Chapatti (04), White Channa, Rice, curd, pickle, papad, salad, seasonal vegetable. ○ Chapatti (04), Black Channa, Rice, curd, pickle, papad, salad, seasonal vegetable. ○ Chapatti (04), Kadhi Pakora, Rice, curd, pickle, papad, salad, seasonal vegetable. (One of the above menu item different from lunch) Different from lunch curd	72 {Curd=Rs. 12(MRP)} 60+12=72}	
Total (Menu A)	204	

WZ

Amit Singh

Menu 'B'**MENU FOR SERVICE OF EXTRA ITEMS IN CSIO CANTEEN**

Description of Items		Unit	Estimated Rates per item(GST Extra will be charges as applicable) (In Rupees)	Rates to be quoted by Firm/ Agency/ Contractor
Black /Green Tea	150 ML	(Each)	15	
Coffee Espresso	150 ML	(Each)	20	
Lemon Tea	150 ML	(Each)	15	
Black Coffee	150 ML	(Each)	15	
Cold Coffee	200 ML	(Each)	30	
Samosa		1 piece	12	
Cutlet		1 piece	12	
Bread Pakora		1 piece	12	
Paneer Pakora		1 piece	15	
Sandwich ordinary		1 piece	15	
Cheese/ Grilled Sandwich		1 piece	25	
Assorted Pakora (Palak/ Aaloo/Onion/Gobhi)		Per plate	25	
Plain Maggie/Noodles / Pasta / Macroni/bread omlette		per plate	25	
Cold Drink /Juice / biscuit packet / water bottle/ Wafers /Kurkure / Namkeen Peanuts etc.		Per unit	As per MRP 20	
Total (Menu B)			256	

for 2017

Menu 'C'

MENU FOR OFFICIAL MEETINGS

Description of Items /Unit	Estimated Rates per item(GST Extra will be charges as applicable)	Rates to quoted by Firm/ Agency/ Contractor
Biscuits (cookies of good quality) 02 pieces	10	
Tea (Each)	10	
Black /Green/Lemon Tea (Each)	15	
Coffee Espresso (Each)	20	
Black Coffee (Each)	15	
Cold Coffee (Each)	30	
Snacks (Paneer pakora/ bread pakora / cutlet / samosa/ (Each)	12	
Veg Sandwich	15	
Wafers / kurkure / Namkeen Per plate	As per MRP (20)	
Cold Drink / juice (Each)	25	
Assorted pakora (8 pcs) 100gm Per plate	25	
Cakes(Per Piece)/sweet(Per Piece)/Dry Fruits per 50 gm	25	
Working LUNCH (Veg.):		
<ul style="list-style-type: none"> o Soup. o Papad, Green salad/ Pasta salad/Russian Salad. o Naan / Missi Roti / Chapati / puree. o plain rice / jeera rice / pulao. vegetable, mix vegetable. o paneer/Mushroom item, choley / rajmah, dal, curd / raita, pickle, papad, Bottled/ Mineral water, 1 Sweet / Ice cream. 	Buffet / Per Head	200
Total (Menu C)	417	
Total (Menu A + Menu B + Menu C)	877	

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GENERAL TERMS AND CONDITIONS OF CONTRACT

1. No minimum guarantee of business will be furnished to the firm or towards consumption of food items. It is advised to maintain the highest quality at the minimum/reasonable prices so as to attract the maximum number of officials / students to avail the canteen services.
2. **CONTRACTOR / FIRM WILL NOT BE ALLOWED TO USE SINGLE USE PLASTIC ITEMS BANNED BY THE GOVERNMENT OF INDIA IN THE INSTITUTE CANTEEN AND ANY OTHER SPECIFIC ITEM / ARTICLES AS MAY BE NOTIFIED BY THE GOI / STATUTORY BODY DURING THE CONTRACT.**
3. Tenders/Bidders which do not fulfill any or all of the above conditions are liable for rejection. The Contractor must quote for all the items to be served (including the listed items), otherwise their tenders will be treated as incomplete and rejected without assigning any reason.
4. The Bidder/Tenderer shall quote the rates both in figures and words. The rates quoted shall be final and valid for the entire contract period. No subsidy will be given over the quoted rates. All applicable taxes will be borne by the bidder/tenderer.
5. Quoted rates should be inclusive of all taxes and duties. These rates shall be fixed for the entire period of the contract. There will be no further escalation of rates during the tenure of the contract.
6. Prices for cold drinks, bottled water etc. should not exceed the MRP.
7. **The successful lowest bidder /tenderer will be decided on the basis of total of menu items listed in Menu "A", "B" and "C".**
8. The successful bidder/tenderer shall have to enter into an agreement on non-judicial stamp paper of Rs.100/-. The successful bidder/Contractor will be required to enter into an Agreement/Contract as per the enclosed copy of the Agreement / Contract. The failure, delay or evasion on the part of the successful bidder / Contractor to commence the services within the stipulated period will result in termination of the contract.
9. The Contractor/Firm will arrange for LPG at his own cost for use in the Canteen. **If Piped Natural Gas (PNG) is available at a later stage, the Contractor will have to pay for the metered gas as required by the PNG provider at the rates applicable from time to time.**
10. The Contractor/Firm should keep the usage of the water and electricity to a reasonable level. **The Contractor will also pay for the electricity and water charges as per the metered amount.** The Contractor will have also to pay lump sum amount of **Rs.5000/- +GST per month towards usage of premises as Licence fee.**
11. The Contractor/Firm shall display the menu and rate list daily on display board in the canteen, in advance.
12. The Contractor/Firm shall pay all his Govt. dues relating to ESI, EPF, Income Tax and GST etc. to the concerned Departments.
13. Kitchen will be provided with electrical fixtures, fans, refrigerator, kitchen equipments (as per inventory available) and canteen space and no charges will be levied on these by the CSIO. Contractor/Firm shall maintain inventory of the equipments / items given to him. Cost of any items missing and breakage due to negligence/mishandling will be recovered from the Contractor fully. **However, Contractor is allowed to bring in his own food processor, refrigerator (deep freezer, coffee/tea vending machine, microwave oven etc. as required for services at his own cost and liability.**
14. The Contractor/Firm will deposit **Rs.50,000/- (Rupees Fifty thousand only)** in the CSIO Account **as Security Deposit** in lieu of use of CSIO fixtures & fittings and CSIO inventory. The Security Deposit is refundable at the time of completion of contract. Cost of any items missing and breakage due to negligence/mishandling will be recovered from the Security Deposit.
15. The Contractor/Firm shall not employ any sub-Contractor directly or indirectly for the purposes of catering services pursuant to this contract.

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16. Crockery, cutlery, vessels of reputed brand will be arranged by the Contractor/Firm. Table cloth/aprons/gloves/caps for waiters and room service staff will be provided by the Contractor/Firm on regular/need basis. However, the crockery, cutlery, vessels already available with CSIO will be handed over (as per inventory available) to Contractor for use in CSIO Canteen only. Contractor/Firm shall maintain inventory of the crockery, cutlery, and vessels given to him. Cost of any items missing and breakage due to negligence/mishandling will be recovered from the Contractor fully.
17. The Contractor/Firm will use his/her own utensils for cooking purpose. The crockery used will be of good quality. Porcelain or stainless steel and bone china make **crockery and plates etc. will be provided** for official meetings.
18. The Contractor/Firm will use only Agmark ghee/FSSAI certified vegetable oil, specifically. **Further, hydrogenated oils (Vanaspati/ Dalda etc.) will not be used for cooking.**
19. The Contractor/Firm will ensure that raw material used for cooking are of very good quality, safe for human consumption and conform to the standards laid down by the GoI in this regard from time to time. In the event of any food poisoning/contamination, the Contractor/Firm will be held fully responsible and liable to other penal as well as civil actions under the law. The Contractor/firm will ensure proper sanitation/hygienic conditions in the premises and deploy persons free from infectious diseases.
20. The Contractor/Firm shall monitor the quality, standards and supply eatables of good quality and render **high** quality service. He shall maintain proper hygiene and sanitation standards.
21. The Contractor/Firm will be expected to maintain hygiene and serve unadulterated food. Leftovers of previous day shall not be permitted for sale. The Contractor/Firm shall keep the kitchen/dining/wash area neat and clean following the most hygienic norms at all times. In case of not following the hygienic norms by the Contractor/Firm, penalty of Rs.500/- on first occasion and Rs.1000/- on subsequent occasions will be levied by the Canteen Management Committee and the same shall be deposited by the Contractor within 7 days with CSIR-CSIO.
22. It will be the responsibility of the Contractor/Firm to store the material purchased by him in a neat, tidy and hygienic manner in the space provided in the Canteen. The security of such material will be the sole responsibility of the Contractor.
23. The Contractor/Firm shall employ adequate number of workers to ensure consistent quality of service. The Contractor/Firm will have to employ the required cooking and service staff at his/her own cost and shall bear all statutory and other liabilities for running the Canteen.
24. The Contractor/firm shall provide sufficient number of sets of uniform, **clean head caps** and pair of shoes to its workers and shall ensure that they wear them all the time and maintain them properly.
25. It will be sole responsibility of the Contractor/Firm **to clean the tables and chairs of the staff canteen time to time..**
26. The Contractor/Firm should take all precautionary measures to ensure the safety of the workers to be employed by him. **Accidental Insurance Cover for each worker to the extent of Rs.02.00 lakh in case of injury or death should be taken out by the Contractor.**
27. The Contractor/firm shall be responsible for compliance of the Labour laws in respect of the personnel employed. The Contractor/Firm shall be the employer for **its** workers and the CSIR-CSIO will not be held responsible fully or partially for any dispute that may arise between the Contractor and **its** workers.
28. The Contractor/Firm will be liable/responsible in case of any accident causing injury/death to canteen worker or any of his staff employed by him/her. CSIR-CSIO shall not be responsible by any means in such cases.
29. The Contractor/Firm will be responsible to comply with the provisions of the labour and food laws issued by the Govt. from time to time. He will keep the Kitchen and Dining Hhall in **safe**, neat and clean conditions and the eatables must be prepared under hygienic conditions.
30. The Contractor/Firm will ensure the police verification of workers to be employed by him/her under the Contract.
31. The Contractor/Firm will provide neat and clean uniform to the service provider and other staff on duty and will ensure that they conduct themselves with personnel of CSIR-CSIO and its guests in courteous and decent manner.

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32. In case of any labour related problems of the workers deployed by the Contractor at the Institute, the same will be settled at the Contractor's end only. The Contractor will indemnify CSIR-CSIO suitably. It shall be the duty of the Contractor to clearly inform its own personnel/staff that they will have no claim whatsoever against the Institute. The Contractor/Firm ensure that all labour laws are followed by him/her and no child labour is engaged in the Canteen.
33. The Contractor/Firm shall not modify the Kitchen/Dining/Wash areas and shall not remove the fixtures and equipments on his own. In case of any damages, it will be the responsibility of the Contractor/Firm to get it repaired at his/her cost.
34. It shall be the sole responsibility of the Contractor/Firm to obtain and keep ready necessary license/ permissions from various Government bodies for running Canteen catering services and produce the same before the concerned authority as and when asked for.
35. The Contractor/Firm shall not use the Canteen premises for any other activity except for the purpose for which it has been provided for by the Institute.
36. The Contractor/Firm shall at all times keep CSIR-CSIO indemnified being the Principal Employer for and against all third party claims whatsoever (including property loss and damage, personal accident, injury or death of any person) and/or the owner and the firm shall at its own cost and initiative at all times maintain all liabilities under Workman's Compensation Act/Fatal Accident Act, Personal Injuries, Employees State Insurance Act, PF Act, etc. in force from time to time.
37. CSIR-CSIO reserves the right to appoint officers/officials to inspect the quality of raw material, food and other items prepared and sold in the canteen. Any defect(s) pointed out by such officers/officials during their visits shall be properly attended to by the Contractor/Firm.
38. The Contractor/Firm shall ensure that either he/she himself/herself or his/her **authorized** representative is available for proper administration and supervision at the works to the entire satisfaction of the Institute.
39. The Contractor/Firm will be fully responsible for upkeep and safety of all the articles entrusted to him/her for running the canteen. Any loss or damage to these articles will be made good by him/her.
40. Authorized pest control measures will be undertaken in the kitchen, storage and dining area on monthly basis by the Contractor/Firm at his/her own cost.
41. No subsidy or advance shall be paid to the Contractor/Firm.
42. The Contractor/Firm may also supply those eatable items which are not under the contract, in case of any demand. The cost of such packaged items may not be exceeding the Market rate / MRP rates.
43. Payments towards Tea/Coffee etc. will be made by the staff members / students directly and not by the Institute other than **for** official events/meetings/workshop and trainings **courses** etc.
44. In the event there is any query, objection, delay or dispute with regard to payment of any bill(s) or a part thereof, the Contractor/Firm shall not be entitled to any interest from CSIR-CSIO for late payment.
45. All disputes/differences arising out of the agreement between the Contractor and CSIR-CSIO, which cannot be settled by negotiations, shall be referred to Delhi International Arbitration Centre (DIAC), Delhi High Court, New Delhi.
46. The Contractor/Firm shall not be entitled to suspend the provisions of the catering services, pending resolution of any disputes and shall continue to render the catering services in accordance with the Contractor/Firm provisions of the contract notwithstanding the existence of any dispute between the Contractor/Firm and the Institute or the subsistence of any arbitration or other proceedings. In the event Contractor/Firm withdraws the services without permission of the Institute, the Institute shall recover the expenses of all damages from the Contractor/Firm.
47. The Canteen Management Committee has been nominated by the Director, CSIR-CSIO to inspect the functioning of the canteen with a view to ensure hygienic and satisfactory services. In case repeated failures or lacunae are noticed by the Committee on the part of the Contractor/Firm, Director, CSIR-CSIO/Chairperson of the Canteen Management Committee may impose a fine of upto Rs.1000/- on each occasion.
48. **The date of commencement shall be as per the date to be indicated in the award letter.**

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49. CSIR-CSIO reserves the right for termination of the contract at any time by giving one month written notice, if the services are found unsatisfactory and also has the right to award the contract to any other Contractor/Firm at the cost, risk and responsibilities of the Contractor/Firm and excess expenditure incurred on account of this will be recovered from the Contractor/Firm by CSIR-CSIO from pending bills or by raising a separate claim. However, the agreement can be terminated by the Contractor/Firm giving one-month notice, in advance. If the Contractor/Firms fails to give one month notice in writing for termination of the Agreement then one-month payment etc. and any amount due to the Contractor from CSIR-CSIO shall be forfeited.
50. If the CSIR-CSIO is not satisfied with the quality of eatables served, services provided or behavior of the Contractor/Firm or his/her employees, the Contractor/Firm will be served with 24-hour notice to improve or rectify the defect(s), failing which CSIR-CSIO will be at liberty to take appropriate necessary steps as deemed fit. The competent authority reserves the right to terminate the contract with one-month advance notice on account of any reason including unsatisfactory services.
51. In case services found to be unsatisfactory or there is a breach of any of the clause of terms and conditions, the contract is liable to be terminated.
52. If the contract is terminated by the Contractor/Firm without giving stipulated period of notice or fails to observe the terms and conditions of the tender, letter of award for the contract and the agreement signed by the Contractor/Firm with CSIR-CSIO, CSIR-CSIO Management reserves the right to proceed against the Contractor/Firm for any additional damages that CSIR-CSIO suffers as a result of breach of the aforesaid terms and conditions.
53. On termination of the contract the Contractor/Firm will hand over all the equipments/furniture/articles etc. supplied by the Institute in good working condition to CSIR-CSIO.

EARNEST MONEY DEPOSIT (EMD)

1. An amount of **Rs.75,000/-** (Rupees **Seventy Five Thousand** only) towards Earnest Money Deposit (EMD) in the form of Demand Draft of any Scheduled Nationalized Bank in favour of the "Director CSIO", must be submitted to the Controller of Administration, CSIR-CSIO, Chandigarh on or before the last date and time of the submission of the bids. In case the original DD is not received up to the stipulated date and time, the related tender shall not be considered. Cheque in lieu of DD shall not be entertained under any circumstances.
2. The EMD of the successful bidder will liable to be forfeited as liquidated damages in the event of any evasion, refusal or delay on his part in signing the agreement.
3. The earnest money of the bidder who withdraws its tender in breach of conditions of contract and who evades or refuses to sign the contract bond after acceptance of its tender within the period of its validity, will also be liable to forfeiture.
4. The EMD of unsuccessful bidders shall be refundable to them after completion of the bidding process.
 - (a) However, the same shall be refunded within 30 days, after the receipt of written request from the bidder concerned in this behalf.
 - (b) The EMD should be valid for a minimum period of three months.
 - (c) The EMD of the bidder whose bid is finally accepted, shall be returned on submission of the security deposit as mentioned below.

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PERFORMANCE SECURITY DEPOSIT (TO BE SUBMITTED BY THE SUCCESSFUL BIDDER AFTER AWARD OF THE TENDER)

Successful bidder shall have to deposit a **performance security deposit Rs.2,25,000/-** (Rupees **Two Lakh Twenty Five Thousand** only) i.e. @ 3 % of the tendered value of Rs.75,00,000/- through FDR/Bank Guarantee drawn in favour of "Director CSIO" payable at Chandigarh of any scheduled nationalized bank and which should be valid till three months after the completion of the contract duration.

SIGNATURE AND SEAL OF BIDDER

DATE: _____

PLACE: _____

Handwritten signature and date: 21/01

Handwritten signature: W.K.

Signature of the authorized person
With official seal

Date: _____

Place: _____

Handwritten signature: 21/01

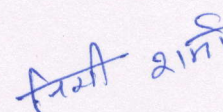
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ANNEXURE - A**SUB: "TENDER FOR RUNNING STAFF CANTEEN AT CSIR-CSIO, CHANDIGARH"****Check List**

S.No.	Requirement / uploading of Documents	Please tick (√) against the column II in Col. III below	Page Number
I	II	III	IV
a.	Name of the Contractor/Firm		
b.	Detailed office address of the Contractor/Firm with telephone number, FAX number, Mobile number, e-mail id, Whatsapp number and name of the contract person		
c.	Date/ year of establishment of the Contractor/Firm		
d.	Valid Contract Labour License No. (Attach self attested copy)		
e.	Valid ESIC registration No. (Attach self attested copies)		
f.	Valid EPF registration No. (Attach self attested copies)		
g.	Valid PAN No. of individual or Contractor/Firm (attach self attested copy)		
h.	Valid GST Registration number (attach self-attested copy)		
i.	Copy of Undertaking on company letter head to the effect that the firm is not blacklisted or debarred by any Central/State Govt. Ministry / Deptt/ Autonomous body/PSU or any criminal case is registered against the firm or its owner/ partner anywhere in India. (Annexure – B)		
j.	Certificate regarding Average Annual Turnover of more than Rs. 30 lakhs along with Profit & Loss account, balance sheets and ITRs for the last three Financial years duly audited and certified by the Chartered Accountant. (Attach documentary proof.)		
k.	Attach experience certificates of having executed / completed one / two or three similar works (each) costing not less than 80%, 60% or 40% of the estimated value of contract respectively within last 3 years issued by concerned Govt./State Govt. Ministry / Deptt. /Autonomous body/PSUs. Copy of the self certified certificate will not be accepted as certificate of experience. If any document other than the certificate of experience is produced, such document shall not be accepted. Tenders not accompanied by certificate of experience issued by the concerned client Dept/ Organisation/ Institute will be disqualified.		
l.	Registration with Food Safety & Standard Authority of India; (Please attach self attested copy)		
m.	Bank Account details for RTGS/NEFT (Name of Bank, Account No., IFSC Code, Micro Code, Copy of Blank Cancelled Cheque)		
n.	Bid Security Declaration Form (Annexure – C)		
o.	Earnest Money Deposit of Rs.15,000.00 (Rupees Fifteen Thousand only)		
p.			

Date: _____

Place: _____

Signature of the authorized person
With office seal


ANNEXURE – B**DECLARATION**

**(TO BE SUBMITTED ON NON-JUDICIAL STAMP PAPER OF RS.100/- AND ATTESTED BY
NORTARY)**

1. _____ son/daughter/wife of _____ Sh. _____
Proprietor / Director / Authorized signatory of the agency, mentioned above, is competent to sign this declaration and execute this tender document.
2. The agency has not been **blacklisted /debarred** by Central/State Govt. Ministry /Deptts. Autonomous Body/ PSU and has no criminal case is pending against the firm / owner / partner of the agency on grounds of moral turpitude or for violation of law in force.
3. The agency shall not disclose any data without prior permission from the competent authority of CSIR-CSIO.
4. The information/documents furnished along with the application are true and authentic to the best of my knowledge and belief.
5. I have carefully read and understood all the terms and conditions of the NIT and undertake to abide by them. I/we, am/are fully aware of the fact that furnishing of any false information/fabricated document and not abiding the stipulated terms and conditions of the tender would lead to rejection of my bid / award at any stage and entail forfeiture of bid EMD / performance security as the case may be, besides, liabilities towards prosecution under appropriate law.

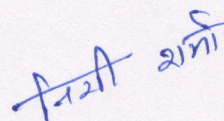
Date:

Place:

(Signature of authorized person)

Full Name:

SEAL

ANNEXURE – C**BID-SECURING DECLARATION FORM**

Bid No. _____

Date: _____

To (insert complete name and address of the purchaser) I/We, the undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- (a) have withdrawn/modified/amended, impairs or derogates from the bid, my/our Bid during the period of bid validity specified in the form of Bid;

or

- (b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration).

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for and on behalf of: (insert complete name of Bidder) Dated on the day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)